

**Superior Court of the State of Washington**  
**For the County of King**

Timothy A. Bradshaw  
Judge Department No. 1  
516 Third Avenue  
(206) 296-9135

King County Courthouse  
Seattle, WA, 98104  
[loyce.weishaar@kingcounty.gov](mailto:loyce.weishaar@kingcounty.gov)

**TRIAL PROCEDURES**

Counsel,

Welcome to Department 1. I am glad you are here. These procedures are intended to help insure an orderly, efficient trial and to safeguard jurors.

- A.     Voir Dire  
(see voir dire procedures and court's general questions)
- B.     Lower Bench  
Counsel and assistants will respect and not invade the lower bench working areas of the court Bailiff and Clerk.

Court Equipment

The court has a limited amount of equipment available for counsel and parties during trial. Please contact the bailiff for equipment questions or needs at least 5 days prior to your trial date. Please also advise whether you will require dimming of the court lights.

- C.     Witnesses
1.     Plan for your witnesses to fill the entire court day (as much as you can control).
  2.     Advise your witnesses of orders in limine.
  3.     Witness examination is limited (absent extraordinary events) to direct, cross, redirect, and re-cross.
  4.     Provide water for your witness, if necessary.
  5.     You need only seek "permission to approach" for adverse witnesses.
- D.     The Jury
1.     Do not directly interact with or speak to the jury outside of voir dire, openings and closings, and advise your witnesses of this instruction. As you know, the appearance of fairness is, also, important.
  2.     If you wish to publish an exhibit to the jury box, ask the court's permission before doing so.
  3.     Do not show or ask your witness to show anything to the jury, whether a document, demonstrative piece of evidence or other object, unless it has been admitted as an exhibit.

- E. Trial Time  
Monday – Thursday, 9:00 a.m. – noon; 1:30 - 4:00 p.m., (two 15 minute breaks will be provided.) Confer upon assignment that Friday's are reserved for summary judgments and sentencing hearings.
- F. Court Orders  
If you believe that the "door has been opened" on a subject that has previously been ruled upon, raise the issue with the court outside the presence of the jury. Also, "let the record reflect" does not require a judicial endorsement.
- G. Form of Objection  
1. When you object, succinctly state the basis of your objection.  
2. Avoid "speaking" objections (esp. during jury trials); you may ask for a 'sidebar', if truly necessary.  
3. Wait for a ruling on an objection; if you agree with an opposing objection, state that you will rephrase BEFORE doing so.  
4. Do not speak over opposing counsel, witnesses, or the court. I need to hear you and the witness.
- H. Use of Courtroom  
1. You may move around the courtroom when examining witnesses, but do not lean over a witness or juror.  
2. When court recesses at lunch and at the end of the day, please exit the courtroom promptly. (Court staff cannot leave the courtroom unattended and have other non-trial responsibilities outside the courtroom)
- I. Exhibits  
1. Address the admissibility of problematic exhibits pretrial (if predictable).  
2. Anything given to a witness must be marked as an exhibit.  
3. Anything shown to the jury must first be admitted as an exhibit.  
4. Absent counsels' stipulation, illustrative exhibits do not go to the jury room.  
5. Give opposing counsel an opportunity to view any exhibits or materials. (e.g. charts, photos) to be published during opening/closing.  
6. Any item referred to by the witness is to be identified by exhibit number.  
7. The courts exhibit notebook is to remain intact.
- J. Closing Argument  
Do not allude to any motions, exhibits, etc., that were not admitted into evidence or properly before the jury.

Being a trial attorney is not easy. Thank you for your cooperation and attention to these expectations.

*Judge Timothy A. Bradshaw*